



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON, DC 20350-2000

14pgs
IN REPLY REFER TO

OPNAVINST 5450.230
NAVTACSUPPACT
14 December 1993

OPNAV INSTRUCTION 5450.230

From: Chief of Naval Operations

Subj: MISSION, FUNCTIONS AND TASKS OF NAVY TACTICAL SUPPORT
ACTIVITY

Encl: (1) Functions and Tasks of Navy Tactical Support Activity

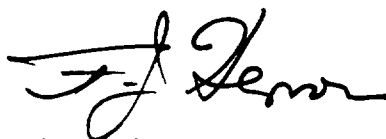
1. Purpose. To revise the functions and tasks to be performed by Navy Tactical Support Activity (NAVTACSUPPACT), and to renumber the instruction following current Standard Subject Identification Codes.
2. Cancellation. OPNAVINST 5440.61F
3. Mission. To establish and maintain a capability to support requirements for the development of Navy unique and joint operations maritime tactics, to provide analytical support for Tactical Development and Evaluation Program (TAC D&E) designated projects, monitor TAC D&E project status and maintain a repository of tactical documents and reports; to develop exercise assessment systems and to utilize these systems in the support of exercise planning, data collection, reconstruction and assessment; to prepare approved tactics for incorporation into Naval Warfare Publications, Allied Publications and other tactical publications; to develop, produce and maintain Naval Warfare Publications, Allied Publications, Naval Air Training and Operating Procedures Standardization (NATOPS) publications, and Naval Air Tactical Manuals; to develop and implement improved techniques for the presentation and issuance of tactical information to include Navy Lessons Learned System (NLLS), Fleet Tactical Library (FTL) and Navy Tactical Information Compendium (NTIC); and to execute such other duties as the Chief of Naval Operations (CNO) may direct.
4. Status and Command Relationship. NAVTACSUPPACT is an active status Echelon 2 shore activity under the Director, Navy Tactical Support Activity and under the command of Chief of Naval Operations (CNO) (Code N09B). NAVTACSUPPACT is subject to the area coordination authority of the Commandant, Naval District Washington, DC.



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5. Action. In the accomplishment of the assigned mission, Director, NAVTACSUPPACT shall ensure performance of the functions and tasks set forth in enclosure (1). Director, NAVTACSUPPACT and the Commandant, Naval District Washington, DC are requested to advise CNO (N09B) of any recommended modifications to the mission, functions or tasks of Navy Tactical Support Activity.



**F. J. HERRON
ASSISTANT VICE CHIEF
OF NAVAL OPERATIONS**

Distribution:

SNDL FF1 (Naval District Washington, DC)
FF18 (Tactical Support Activity) (20 copies)
N09B

Copy to:

SNDL B1 (Secretary of Defense Offices)
21A (Fleet Commanders in Chief)
22A (Fleet Commanders)
23A2 (Naval Force Commander PAC)
23B (Special Force Commanders)
23C3 (Naval Reserve Force Commander)
24 (Type Commanders)
26A (Amphibious Group)
26D (SEAL Team and SEAL Delivery Vehicle Team and Detachment)
26F (Operational Test and Evaluation Force and Detachment)
26H (Fleet Training Group)
26Q (Nuclear Weapons Training Group)
26S2 (Mobile Technical Unit PAC)
26CC (Fleet Coordinating Group)
26JJ2 (Fleet Area Control and Surveillance Facility PAC)
26KKK (Tactical Training Group)
27G (Support Force)
28 (Squadron, Division and Group Commanders-Ships) (less 28G)
29A (Guided Missile Cruiser (CG) (CGN))
29B (Aircraft Carrier (CV) (CVN))
29E (Destroyer (DD) 963 Class)
29F (Guided Missile Destroyer (DDG))
29L (Frigate (FF), 1078/1097 Class)
29N (Submarine (SSN))
31A (Amphibious Command Ship (LCC))
31G (Amphibious Transport Dock (LPD))
31H (Amphibious Assault Ship (LHA) (LPH))
31M (Tank Landing Ship (LST))
32DD1 (Submarine Tender LANT (AS))

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(1) Coordinate the NATOPS and AIR TACMAN publications review and production program for CNO (N89) and Commander, Operational Test and Evaluation Force (COMOPTEVFOR) respectively.

(2) Perform NATOPS Coordinator duties for CNO.

(3) Represent CNO at all formal NATOPS review conferences and attend AIR TACMAN conferences as appropriate.

(4) Maintain current and historical files of appropriate material on NATOPS and AIR TACMAN review conferences.

(5) Prepare new publications, revisions, or changes for designated publications for printing based on the results of conferences, recommendations or other material submitted by appropriate commands, or as directed by CNO (NATOPS) or COMOPTEVFOR (AIR TACMAN). Ensure that the material prepared for printing reflects changes approved at review conference. Final draft publications are reviewed and approved by the Model Manager prior to printing and distributing.

(6) Prepare requirements, estimates, and monitor preparation, production, printing, and distribution of all NATOPS and AIR TACMAN publications and related changes.

(7) Prepare NATOPS and AIR TACMAN publications for dissemination via NTIC CD-ROM discs.

(8) Maintain liaison with members of the NATOPS Advisory Group, Naval Air Systems Command, COMOPTEVFOR, Naval Air Warfare Center Aircraft Division, Naval Air Technical Services Facilities, Model Managers, Aircraft Contracting and other U.S. Navy commands on matters related to the NATOPS and AIR TACMAN programs.

(9) Conduct Model Managers training to standardize publication management and revision procedures.

c. Coordinate for CNO all matters concerning publications directly under NAVTACSUPPACT cognizance.

d. Functions and tasks related to providing program management for the Fleet Tactical Development and Evaluation (TAC D&E) program are:

(1) Research, provide comments, and publish proposed project submissions along with our comments for Steering Committee review, prior to the Steering Committee meeting.

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(2) Document the status and results from all active projects, along with any issues, quarterly as part of Navy Tactical Information Compendium (NTIC).

(3) Implement project start-ups as determined and approved by the TAC D&E Steering Committee; expedite obtaining technical support for execution of funded TAC D&E projects.

(4) Closely monitor performance of Navy laboratories and contractor personnel to ensure that the support being provided is in full agreement with the tasking/statement-of-work (SOW) in the contract and that contracted support is not redirected into personal services.

(5) Evaluate deliverables provided by the Navy laboratory or contractor for adherence to the contract specifications and quality standards.

(6) Ensure that active projects utilize results from past projects maintained as part of historical database files, Fleet Tactical Library, and Navy Lessons Learned Database.

(7) Encourage/facilitate exchange of information between operational commands and Navy laboratories/contractors engaged in related projects.

(8) Coordinate with Major Claimant concerning authorization, obligation, and expenditure rates for TAC D&E funds.

e. Functions and tasks related to support assessment of Fleet/Joint Department of Defense (DOD)/Combined exercises, operations, training and combat readiness, and suitability of tactics are:

(1) Participate and assist Fleet personnel in the planning and execution of the aforementioned projects to include the review of project analysis objectives, operational orders, opposition force plans, scenario lists, and providing input to the data collection plans and other related functions. Host planning meetings for the aforementioned projects.

(2) Establish and maintain a pool of transportable equipments to support aforementioned projects. This includes the testing, maintenance, shipping, installing, operating, removing of transportable equipments at shore facilities and on surface, sub-surface, and air platforms.

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Copy to (Continued):

SNDL FT78 (Education and Training Program Management
Support Activity)

FT90 (Training Air Wing)

FT91 (Training Squadron)

FT95 (Submarine Training Facility)

V12 (Combat Development Command)

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FUNCTIONS AND TASKS OF THE NAVY TACTICAL SUPPORT ACTIVITY

1. Functions and tasks:

a. Functions and tasks related to supporting development and maintenance of tactical warfare publications are:

(1) Prepare new publications as well as revisions or changes to assigned publications, based on reports of scheduled reviews or recommendations submitted by appropriate commands, for submission to the Naval Doctrine Command (NDC) for approval.

(2) Maintain liaison with the Office of the CNO (OPNAV), Fleet and Type Commanders, Primary Review Authorities, Model Managers, Technical Systems Commands, other appropriate U.S. Navy commands, and the designated Technical Cognizance Offices, on matters related to tactical warfare publications.

(3) Maintain administrative files of appropriate material on all tactical warfare publications, which includes Naval Warfare Publications (NWP) and Allied Publications (AP).

(4) In conjunction with the development or scheduled review of a tactical warfare publication, provide timely, pertinent information from the Navy Lessons Learned System and the Fleet Tactical Library to appropriate review/development authorities.

(5) Maintain a current distribution list for each tactical warfare publication. Provide this list to appropriate review authorities prior to and in conjunction with all scheduled publication reviews.

(6) Maintain the Current List of Naval Warfare Publications and, in coordination with NDC, issue as a change to NWP 0 on a semiannual basis.

(7) Provide automation support to appropriate review authorities prior to and during scheduled publication reviews to include conference agenda preparation, collation and processing.

(8) When necessary, ensure that publications reflect current tactics and weapons and that they are clear, concise, appropriate for the intended use, editorially correct, and compatible with related publications.

(9) Resolve questionable matters of a technical nature with the Technical Cognizance Office(s) and/or other appropriate commands.

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(10) Review operational and exercise reports, as well as other reports of tactical interest, as sources for improvement of tactical warfare publications.

(11) Recommend, for approval by NDC, procedures and schedules for timely and effective review of assigned publications.

(12) Provide copies of publications to the appropriate commands and activities.

(13) Act as Custodian for all maritime (Naval Board sponsored) Allied Publications (AP) assigned by North Atlantic Treaty Organization (NATO) to the U.S. These duties include preparation of Custodian Reports, preparation and distribution of proposed changes, collated comments from other Allied nations and commands, final draft APs, and camera ready copies.

(14) Responsible for preparing tactical warfare publications for dissemination on Navy Tactical Information Compendium (NTIC) Series "B" CD-ROM discs, producing/updating NTIC Series "B" CD-ROM discs and maintaining distribution/distributing NTIC Series "B" CD-ROM discs.

(15) Responsible for maintaining tactical warfare publications within the U.S. Navy. This includes the maintenance of NTSA-ED-10-1 "Standard Style Guide," NTSA-ED-10-1 (Supp) "Ventura Supplement for the Standard Style Guide" and the computer program entitled "Changes" for developing and processing tactical warfare publication change recommendations/proposals.

(16) Coordinate automated publication support standardization for maintaining APs within NATO. This includes the maintenance of AAP-32, "Desktop Publishing Standards for Allied Maritime Publications", and the computer program "Collated Comments" for developing and processing AP change proposals.

(17) Maintain a current allowance list database for all Naval Warfare, Allied and Joint Publications.

(18) Prepare requirements estimates and monitor procurement, production, printing, and distribution of all JOINT, Naval Warfare, and NATO/Combined publications and related changes.

b. Functions and tasks related to the Naval Air Training and Operating Procedures Standardization (NATOPS) and Naval Air Tactical Manual (AIR TACMAN) programs are:

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Copy to (Continued):

SNDL 32KK (Miscellaneous Command Ship (AGE))
41A (Commander, MSC)
41B (Area Commanders, MSC)
42A (Fleet Air Commands)
42B (Functional Wing Commanders)
42D (Fleet Aviation Specialized Operational Training Group)
42E (Type Wing Commanders)
42J (Carrier Air Wing (CVW) (CVWR))
42K (Attack Squadron (VA))
42L (Fighter Squadron (VF))
42N (Sea Control Squadron)
42P (Patrol Wing and Squadron)
42Q (Fleet Logistics Support Wing and Squadron (VR) (VRC))
42R (Fleet Composite Squadron (VC))
42S (Air Test and Evaluation Squadron (VX), Antarctic Development Squadron (VXE) and Oceanographic Development Squadron (VXN))
42T (Tactical Air Control Group and Squadron (VTC))
42U (Helicopter Combat Support Squadron (HC))
42W (Helicopter Mine Countermeasures Squadron (HM))
42X (Fleet Air Reconnaissance Squadron (VQ))
42Z (Tactical Electronic Warfare Squadron (VAQ))
42BB (Helicopter Anti-Submarine Squadron (HS))
42CC (Helicopter Anti-Submarine Squadron, Light (HSL))
42DD (Carrier Airborne Early Warning Squadron)
42FF (Strike Fighter Weapons School)
42HH (Helicopter Combat Support Special Squadron (HCS))
42RR (Naval Air Reserve Force)
45A1 (Fleet Marine Force Commands)
45L1 (Infantry and Reconnaissance Battalion)
45V (Expeditionary Brigade and Unit)
46B (Aircraft Wing)
46C1 (Aircraft Group)
46D (Attack/Fighter Squadrons)
46E (Observation Squadron (VMO))
46G (Wing Headquarters Squadron)
46H (Transport Squadron (VMGR))
46M2 (Marine Aviation Logistics Squadron)
46P (Helicopter Squadrons)
46Q (Wing Support Group)
46T (Training Squadrons)
46U (Aviation Weapons and Tactics Squadron)
50D (Components of Unified Commands)
51A (Supreme NATO Commands) (SACLANT, only)
C4L (Director of Navy Laboratories)
C25A (OPNAV Support Activity Detachment) (Ft. Ritchie, only)
C58 (CNET Shore Based Detachments)

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Copy to (Continued):

SNDL C84A (Naval Surface Warfare Center Detachments)
FD1 (Oceanography Command)
FE1 (Security Group Headquarters)
FF5 (Safety Center)
FF38 (Naval Academy)
FF42 (Scol Postgraduate)
FF44 (Naval War College)
FF67 (Fighter Weapons School)
FG2 (Communication Station)
FH1 (Chief Bureau of Medicine and Surgery)
FKA1A (Air Systems Command)
FKA1B (Space and Naval Warfare Systems Command)
FKA1G (Sea Systems Command)
FKP4A (Coastal Systems Station)
FKP1E (Undersea Warfare Center and Divisions)
(Newport, only)
FKP4E (Surface Warfare Center and Divisions)
(Bethesda and Dahlgren, only)
FKR1C (Marine Aviation Detachment COMNAVAIRSYSCOM)
FKR6A (Air Warfare Center Aircraft Division),
(Orlando, Patuxent River and Warminster, only)
FKR6B (Air Warfare Center Weapons Division)
(China Lake, only)
FP1 (Naval Doctrine Command)
FR4 (Air Facility COMNAVRESFOR)
FR5 (Air Reserve)
FR7 (Construction Force Support Command)
FR9 (Reserve Readiness Command Region)
FR10 (Reserve Center)
FS1 (Intelligence)
FT13 (Air Technical Training Center)
FT22 (Fleet Combat Training Center)
FT24 (Fleet Training Center)
FT31 (Training Center)
FT35 (Amphibious School)
FT39 (Technical Training Center)
FT43 (Surface Warfare Officers School Command)
FT46 (Fleet Anti-Submarine Warfare Training Center)
FT49 (Scol Guided Missiles)
FT51 (Fleet and Mine Warfare Training Center)
FT54 (Scol Submarine)
FT65 (Fleet Intelligence Training Center)

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(3) Coordinate with System Commands for the interface of transportable equipments to Fleet/Joint systems including navigation systems, weapon systems, combat systems, communication

systems, command and control, intelligence systems and other systems providing data for the aforementioned projects. Provide transportable equipments and supplies to the Fleet/Joint/Combined commands and/or platforms for use in the aforementioned projects including mission planning. Coordinate and support Fleet Training commands in familiarizing the Fleet with the planning and assessment process for the aforementioned projects utilizing transportable equipments. Also provide direct training support to the Fleet/Joint/Combined users of transportable equipments.

(4) Provide direct support for the collection of data, reconstruction, assessment, and feedback including lessons learned ashore, afloat, or airborne by utilizing transportable equipments or embedded Fleet/Joint/Combined systems. Assist in the development and distribution of post exercise/operation documentation.

(5) Analyze suitability of data collection, reconstruction, assessment, and feedback transportable equipments and software and implement development and procurement of hardware and/or software. Develop hardware and software to improve the existing data acquisition, reconstruction, assessment, and documentation processes, addressing known deficiencies and new requirements for the aforementioned projects. This includes building and procurement of hardware, software, documentation and user licenses.

(6) Establish and maintain Information Management Centers in the geographic areas of the Fleet/Joint/Combined commands. These facilities should support aforementioned projects equipped with transportable equipments, satellite and land-line communication equipments including secure, and media reproduction/distribution equipments and other equipments that facilitate the expedient movement/transfer/translation of information.

f. Functions and tasks related to supporting the development, implementation, maintenance and dissemination of the Navy Lessons Learned System (NLLS) are:

(1) Execute the NLLS program as agreed on by the NLLS Steering Committee and function as the project manager of the NLLS. Responsible for the development, implementation, operation, maintenance, training, and overall management of the system.

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(2) Manage the NLLS Collection and Distribution Center (Central Site). Responsible for collecting lessons learned from validation sites, distributing updated database via NTIC Series "A" CD-ROM disks, providing technical operations support, maintaining standard data dictionaries, and ensuring that duplicate or conflicting entries are brought to the attention of appropriate validation sites.

(3) Provide analytical support to designated NLLS approval authorities.

(4) Coordinate with Joint Staff (J-7 EAD) and other services to ensure compatibility between the NLLS and Joint or service specific lessons learned systems.

g. Functions and tasks related to managing the Fleet Tactical Library (FTL) are:

(1) Serve as the Navy's clearing house for all tactical and tactically related documentation, up to and including SECRET, resulting from Fleet TAC D&E projects, exercises and operations, plus other relevant material such as Naval War College and Center for Naval Analysis studies. Typical documentation held by the FTL includes but is not limited to Tactical Memoranda (TACMEMOs), Tactical Notices (TACNOTEs), Lessons Learned Compendia, COMOPTEV-FOR Tactical Guides (OTGs), exercise and wargame operation orders, analyses and reports, and Navy sponsored studies on tactical subjects.

(2) Periodically issue the Navy-wide list of Effective Tactical Documents on NTIC Series "A" CD-ROM discs.

(3) Maintain the Fleet Tactical Library Abstract Database (FTLDB) including coding, abstracting and maintaining the status of all documents residing in the FTL. Issue the FTLDB periodically via the NTIC Series "A" CD-ROM discs.

(4) Maintain the Fleet Tactical Library Document Database including processing all text and images of effective tactical documents for retrieval via CD-ROM. Issue the FTL DOC periodically via the NTIC Series "A" CD-ROM discs.

(5) Coordinate with fleet commands to obtain/maintain documents residing in the FTL.

(6) Provide tailored bibliographies of relevant documents to requesting commands.

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(7) Provide copies of requested documents to fleet commands.

h. Functions related to issuing/distributing tactical information to the fleet are:

(1) Develop new/improved techniques for the presentation and issuance of tactical information to the fleet.

(2) Collect and distribute tactically significant information to the fleet via NTIC CD-ROM products including but not limited to tactical publications, Navy Lessons Learned, documents residing in the Fleet Tactical Library, tactical newsletters and magazines, etc.

(3) Coordinate with fleet commands to ensure that items distributed on NTIC CD-ROM products are maintained current.

i. Provide support for transfer of funds for Naval Warfare Management projects as directed by CNO (N81).

Enclosure (1)